

Message

---

**From:** Kahn, Lisa [Kahn.Lisa@epa.gov]  
**Sent:** 8/20/2015 9:12:16 PM  
**To:** Pardue-Welch, Kimberly [Pardue-Welch.Kimberly@epa.gov]; Minter, Douglas [Minter.Douglas@epa.gov]  
**CC:** Wang, Gary [wang.gary@epa.gov]  
**Subject:** RE: The only regions with more than \$2K left are: Region 1, 5 and 8...a bunch of TAs came in yesterday afternoon after I left...

Wonderful, thanks!!

---

**From:** Pardue-Welch, Kimberly  
**Sent:** Thursday, August 20, 2015 3:11 PM  
**To:** Kahn, Lisa; Minter, Douglas  
**Cc:** Wang, Gary  
**Subject:** RE: The only regions with more than \$2K left are: Region 1, 5 and 8...a bunch of TAs came in yesterday afternoon after I left...

Thanks Lisa. Gary will submit his TA for the upcoming Blackfeet inspections and will use our allotted amount (approximately \$740.00 I believe) of the HQ DI funds.

Thanks!

-Kimberly

---

**From:** Kahn, Lisa  
**Sent:** Thursday, August 20, 2015 1:29 PM  
**To:** Pardue-Welch, Kimberly; Minter, Douglas  
**Subject:** RE: The only regions with more than \$2K left are: Region 1, 5 and 8...a bunch of TAs came in yesterday afternoon after I left...

That would be great Kimberly, if it could be TAd by Monday, using the HQ DI funds.

Any FTE trip that is used for DI purposes can use this money, including Indian country.

There's a process where the travel preparer needs to take a few more steps for the TA. Carolyn or Jo Martinez could help provide guidance if needed.

---

**From:** Pardue-Welch, Kimberly  
**Sent:** Thursday, August 20, 2015 12:58 PM  
**To:** Kahn, Lisa; Minter, Douglas  
**Subject:** RE: The only regions with more than \$2K left are: Region 1, 5 and 8...a bunch of TAs came in yesterday afternoon after I left...

I may be able to see if Gary can get his TA for the Blackfeet inspection trip in by Monday...

I apologize, but I can't find Sarah's email outlining the requirements for using this money. Was it intended for IC travel for EPA employees?

---

**From:** Kahn, Lisa  
**Sent:** Thursday, August 20, 2015 10:15 AM  
**To:** Minter, Douglas; Shea, Valois  
**Cc:** Cline, Carolyn; Pardue-Welch, Kimberly; Mohr, Mindy  
**Subject:** RE: The only regions with more than \$2K left are: Region 1, 5 and 8...a bunch of TAs came in yesterday afternoon after I left...

Yes Douglas that should work, please let me know what your total projected amount would be. With our currently planned DW trips and the \$3300 from your group we would have about \$1475 remaining of the HQ funds.

I was thinking about asking Marcie at the R8 lab to use HQ DI money for a lab audit trip of about \$1500 if we couldn't use up more of our funds. But I'm not sure I could make that happen by Monday.

Kimberly, do you have any trips you could TA by Monday using HQ DI money? The travel could take place through Dec 31 2015.

Thanks!

---

**From:** Minter, Douglas

**Sent:** Thursday, August 20, 2015 9:25 AM

**To:** Shea, Valois; Kahn, Lisa

**Cc:** Cline, Carolyn; Pardue-Welch, Kimberly

**Subject:** FW: The only regions with more than \$2K left are: Region 1, 5 and 8...a bunch of TAs came in yesterday afternoon after I left...

Lisa: I would like to cut two remaining TAs for UIC Unit DI travel for Valois and myself to Bismarck in September for Dewey Burdock. This may cause us to exceed our allotted Unit DI budget of approx. \$3300. Would this be a problem since we are looking for trips to spend down the total R8 amount? There is a chance I will not be going, but think it would be better to cut two TAs just in case.

Valois: could you contact Carolyn with projected travel dates to help her determine an estimated trip cost per person?

Thanks,

Douglas

---

**From:** Corr, Elizabeth

**Sent:** Thursday, August 20, 2015 7:27 AM

**To:** Poy, Thomas; Kahn, Lisa; Jann, Stephen; Mindrup, Mary; Minter, Douglas

**Cc:** Parrotta, Nancy

**Subject:** RE: The only regions with more than \$2K left are: Region 1, 5 and 8...a bunch of TAs came in yesterday afternoon after I left...

**Monday August 24 is the deadline!** (pls pardon my original type.)

---

**From:** Corr, Elizabeth

**Sent:** Thursday, August 20, 2015 9:22 AM

**To:** Poy, Thomas; Kahn, Lisa; Jann, Stephen; Mindrup, Mary; Minter, Douglas

**Cc:** Parrotta, Nancy

**Subject:** FW: The only regions with more than \$2K left are: Region 1, 5 and 8...a bunch of TAs came in yesterday afternoon after I left...

Hi – if you're getting this email, it means that DWPD is very concerned that your Region is going to lose FY15 DI travel funds. Nancy P has uncovered a long list-in-waiting of someone else's TAs – so the competition for your money is prepared to pounce. The door traditionally opens for pouncing on September 1.

Please get your all of your remaining TAs **created and funded with DCNs NOW – by COB this coming Monday, August 26.** After that, the funds will be available to other regions. The intention is at at least to keep them in the DI pot.

If you know now that you will not use some amount of your funds, please reply asap to Nancy and me so that we can make them available to your colleagues in other regions without delay.

If you have questions about the amounts shown below, please contact Nancy. Thank you.

| Region                    | Allocation  | Amount<br>TAed to | Amount<br>Vouchered, | Amount Remaining<br>to be TAed |
|---------------------------|-------------|-------------------|----------------------|--------------------------------|
| Region 1                  | \$4,657.28  | \$656.95          | \$1,456.68           | \$2,543.65                     |
| Region 2                  | \$11,835.99 | \$8,494.34        | \$3,691.61           | -\$349.96                      |
|                           |             |                   |                      |                                |
|                           |             |                   |                      |                                |
|                           |             |                   |                      |                                |
| Region 3                  | \$13,171.56 | \$3,533.75        | \$9,394.08           | \$243.73                       |
| Region 4                  | \$15,842.71 | \$12,293.13       | \$3,073.58           | \$476.00                       |
|                           |             |                   |                      |                                |
| Region 5                  | \$15,787.06 | \$5,168.70        | \$8,558.32           | \$2,060.04                     |
| Region 6                  | \$11,835.99 | \$5,178.44        | \$5,911.52           | \$746.03                       |
|                           |             |                   |                      |                                |
| Region 7                  | \$7,829.27  | \$454.75          | \$6,462.03           | \$912.49                       |
| Region 8                  | \$18,513.85 | \$5,045.06        | \$6,673.88           | \$6,794.91                     |
| Region 9                  | \$22,520.57 | \$4,211.75        | \$18,659.30          | -\$350.48                      |
|                           |             |                   |                      |                                |
| Region 10                 | \$10,500.41 | \$5,779.74        | \$6,096.07           | -\$1,375.40                    |
| UIC Inspector<br>Training | \$9,090.33  | \$0.00            | \$9,090.33           | \$0.00                         |
| Total                     | \$141,585   | \$50,816.61       | \$79,067.40          | \$11,701                       |